

5 FAH-3 H-500 PROGRAM TAGS ("K" TAGS)

5 FAH-3 H-510 USING PROGRAM TAGS ("K" TAGS)

*(CT:TAGS-50; 05-17-2013)
(Office of Origin: A/GIS/IPS/RA)*

5 FAH-3 H-511 SCOPE

(CT:TAGS-48; 05-03-2012)

- a. Program TAGS, commonly referred to as K TAGS, identify broad activities across the Department or specific programs.

Examples:

Broad activities across the Department

KCYB—Cyber Affairs

KOLY—Olympic Games Reporting

KPIR—Maritime Piracy and Armed Robbery Against Ships

Specific programs

KMSG—Marine Security Guard Program

KMCA—Millennium Challenge Account

KTIA—Treaties and International Agreements

- b. All Program K TAGS begin with the letter K. In SMART, Program K TAGS support dissemination and retrieval and must be used in conjunction with at least one Subject TAGS.

Examples:

"Muslim Life in America TV Co-op" report

TAGS:

OPRC (Public Relations and Correspondence)

KPAO (Public Affairs Office)

US/Kazakhstan government communications on arms control treaties

TAGS:

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PARM (ARMS Controls and Disarmament)

PREL (External Political Relations)

KACT (Strategic Arms Control (ACS) Treaties)

c. Direct all requests for new Program (K) TAGS to:

Department of State
Agency Records Officer
SA-2
A/GIS/IPS/RA
Room 5009
Washington, DC 20037
or call 202-261-8424

d. To ensure consistency among Program TAGS, the program managers and the Records Administration (A/GIS/IPS/RA) personnel work together to develop new K TAGS. The following K TAGS acronyms are used to identify programs that are reported along with appropriate Subject TAGS.

5 FAH-3 H-512 K TAGS CHART

(CT:TAGS-50; 05-17-2013)

Program TAGS and title in alphabetical order by TAGS acronym.

Program or K TAGS	K TAGS Full Title
KACT	Strategic Arms Control (ACS) Treaties
<i>KALU</i>	<i>Alumni Affairs of U.S. Government Exchange Programs</i>
KAWC	Atrocities and War Crimes
KBCT	Arab League Boycott
<i>KBLU</i>	<i>Blue Lantern Program</i>
KCCP	Classified Connectivity Deployment Program
KCFE	Conventional Armed Forces in Europe
KCIP	Critical Infrastructure Protection
KCIS	Posts Classified Information Handling
KCOG	Continuity of the Federal Government
KCOM	Chief of Mission
KCOR	Corruption and Anti-Corruption
KCRM	Criminal Activity
KCRS	Coordinator for Reconstruction and Stabilization
<i>KCSP</i>	<i>Child Soldiers Prevention Act</i>

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Program or K TAGS	K TAGS Full Title
KCSY	Consular System
KCYB	Cyber Affairs
KDEM	Democratization
KDIS	Persons with Disabilities and Disabilities Issues
KDRG	Detainee Repatriation from Guantanamo Bay
KEAI	Enterprise for the Americas Initiative
KECF	The U.S. Africa Economic Cooperation Forum
KEMS	Electronic Messaging Systems
KESS	Emergency Security Supplemental
KFAM	Foreign Affairs Manual
KFLO	Family Liaison
KFLU	Avian and Pandemic Influenza Activities
KFPC	Foreign Policy Trade Controls and East/West Trade
KFRD	Fraud Prevention Programs
KFSC	Financial Service Center Operations
KGCN	Government to Government Claims Negotiations
KGHA	Greater Horn of Africa Initiative
KGHG	Global Climate Change
KGHI	Global Health Initiative
KGIC	Global Initiative to Combat Nuclear Terrorism
KGIT	Global Information Technology Modernization Program
KGLB	Global Learning and Observations to Benefit the Environment (GLOBE)
KHDP	Humanitarian Demining Program
KHIV	Emerging Infectious Diseases and HIV/AIDS Program
KHLS	Homeland Security
KICA	International Cooperative Administrative Support Services
KICR	International Coral Reef Initiative
KICT	Iran-U.S. Claims Tribunal
KIDE	Investment Disputes and Property Expropriations
KIMT	Information Management Training
KIPR	Intellectual Property Rights
KIRC	Information Resource Centers
KIRF	International Religious Freedom
KISL	Islamic Issues
KJUS	Administration of Justice
KLBO	Information Resource Management Liaison Office to Overseas Buildings Operations
KLGBT	<i>Lesbian, Gay, Bisexual, and Transgender Issues</i>
KLIG	Foreign Litigation

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Program or K TAGS	K TAGS Full Title
KLSO	Language Support Operations
KMCA	Millennium Challenge Account
KMDR	Media Reaction Reporting
KMFO	Multinational Force Observers
KMPI	Middle East Partnership Initiative
KMRS	Rightsizing the U.S. Government's Overseas Presence
KMSG	Marine Security Guard Program
KNAR	Nazi Assets and Restitution
<i>KNCR</i>	<i>International Narcotics Control Strategy Report</i>
KNEI	Northern Europe Initiative (NEI)
KNEP	Nonexpendable Property Application (NEPA)
KNET	Department of State Telecommunications Network (DOSTN) Program
KNNP	Nuclear Non- Proliferation
KNSD	North-South Dialogue
KNTR	Entrepreneurship
KOCI	Children's Issues
KOGL	Open Source and Gray Literature
<i>KOGP</i>	<i>Open Government Partnership</i>
KOLY	Olympic Games Reporting
KOMC	Export Control of Defense Articles and Defense Services
KONP	OpenNet Plus Program
KPAL	Palestinian Affairs
KPAM	Property Accountability Management
KPAO	Public Affairs Office
KPDC	Protected Digital Copier
KPIN	Political Internationals
KPIR	Maritime Piracy and Armed Robbery Against Ships
KPKO	United Nations Peacekeeping Operations
KPLS	Polls, Survey Research and Focus Groups
KPMP	Patch Management Program
KPOW	Prisoners of War/Missing in Action
KPRV	Privatization
KPWR	Power Support Program
KQDD	Quadrennial Diplomacy and Developments Review
KRAD	Radioactive Contamination of the Environment
KREC	Reciprocity
KRIM	Regional Information Management Centers
KRVC	Research Vessel Clearances
KSAC	Security Advisory Council

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Program or K TAGS	K TAGS Full Title
KSAF	Safety Program
KSCA	Science Counselors and Attachés
KSEI	Southeast European Cooperative Initiative
KSEO	Security Engineering Operations
KSIP	IT Skills Incentive Program
KSLG	Secure Logistics
KTOC	<i>Transnational Organized Crime Rewards Program</i>
KSTC	Strategic Trade and Technology Controls
KSTT	State Transition Team
KSUM	Summit Meetings
KTDB	National Trade Data Bank
KTEX	Textiles
KTFN	Terrorism Finance Traffic
KTIA	Treaties and International Agreements
KTIP	Trafficking in Persons
KTSD	Trilateral Strategic Dialogue
KUNC	United Nations Compensation Commission
KUNR	UN Reform
KVIR	Computer Virus and/or Anti-Virus Program
KVPR	Visas VIPER Communications
KWBG	West Bank and Gaza
KWIR	Wireless
KWMN	Women Issues
KWPA	Worldwide Property Accountability
KWWW	World Wide Web Site
KYOU	Youth Issues

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(CT:TAGS-50; 05-17-2013)

The following is a listing of all K TAGS, in alphabetical order by acronym, along with the full title, an effective date when available, Action Office when defined, and a description for each K TAGS.

KACT: Strategic Arms Control (ACS) Treaties

Effective August 2000; revised April 2012

Action Office: AVC/EX

Use for all documents relating to specific, interrelated strategic nuclear arms control treaties and their implementation, including: INF (Intermediate-Range

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Nuclear Forces) Treaty and its implementation body; the SVC (Special Verification Commission); START (Strategic Arms Reductions Treaty) and its implementation body; the JCIC (Joint Compliance and Inspection Commission); the Strategic Offensive Reductions Treaty (SORT); the Moscow Treaty and its implementing body; the BIC (Bilateral Implementation Commission); and the Bilateral Consultative Commission (BCC). Also use appropriate Subject TAGS.

KALU: Alumni Affairs of U.S. Government Exchange Programs

Effective October 2012

Action Office: ECA/P/A

Use for all documents relating to alumni activities of U.S. Government exchange programs including programs of the Department of State, Agency for International Development, Peace Corps, Department of Agriculture, and Congressional exchanges. Alumni include U.S. and foreign nationals who have participated in these programs. Subjects include: embassy-administered activities to unite alumni; Education and Cultural Affairs (ECA) program alumni providing exchange-program assistance; augmentation of alumni projects; networking and leadership skills to support alumni outreach activities; involvement with alumni in promoting exchange opportunities; encouraging participation in professional evaluations of ECA programs; facilitating reporting on other embassy-administered alumni activities; and publicizing awards and success stories of alumni affairs grants to posts. Also use appropriate Subject TAGS.

KAWC: Atrocities and War Crimes

Effective July 2001

Action Office: S/WCI

Use for all documents relating to atrocities, massacres, and war crimes, including allegations, reports, investigations, and prosecutions of genocide, crimes against humanity, grave breaches of the Geneva Conventions, and violations of the laws or customs for war. Also use appropriate Subject TAGS.

KBCT: Arab League Boycott

Effective October 1992; revised April 2000

Action Office: NEA/RMA

Use on all documents dealing with the Arab League boycott of Israel, its administration, impact, amendment, and eventual elimination. Also use appropriate Subject TAGS.

KBLU: Blue Lantern Program

Effective April 2013

Action Office: PM/DTCC

Use on all documents relating to the systematic process for monitoring the end-users and end-use of U.S. defense exports, specifically "grey arms" market, regulating technology transfer, and building confidence and trust among the Department, industry and foreign governments. The Arms Export Control Act mandates the Department to conduct end-use checks on defense articles exported from the United States. This TAGS captures all end-use inquiries and responses between the Office of Defense Trade Controls Compliance (PM/DTCC) and the appropriate points of contact at posts. Also use appropriate Subject TAGS.

KCCP: Classified Connectivity Deployment Program

Effective May 2000

Action Office: IRM/OPS/ITI/GITM

Use on all documents relating to the remote access, remote connectivity to local area networks or connectivity to other classified networks for classified email, Intranet browsing, data/files storage, etc. Also use appropriate Subject TAGS.

KCFE: Conventional Armed Forces in Europe

Effective August 1989

Action Office: EUR/RPM

Use on all documents between U.S. Vienna and the Department pertaining to CFE negotiations; documents pertaining to conventional forces in Europe including both Eastern and Western forces, their structure, posture, changes, etc.; documents pertaining to allied and Warsaw Pact conventional arms control positions, plans and related internal political situations, documents referring to the High Level Task Force (HLTF) or its subgroups; and all documents discussing congressional delegation visits to Europe that will address conventional arms control issues.

KCIP: Critical Infrastructure Protection

Effective August 2001

Action Office: Appropriate Bureau

Use for all documents reporting on critical infrastructure protection (CIP) issues, which are defined as vulnerabilities and threats, both physical and cyber, to systems and assets (particularly interconnected information systems and networks) so vital to a nation that their incapacity or destruction would have a debilitating impact on national security, national economic security, and/or national public health and safety. Use for reporting of CIP issues both as they affect host country and as they impact the United States. Also use appropriate Subject TAGS.

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KCIS: Posts Classified Information Handling

Effective October 1982

Action Office: IRM/OPS/MSO/MPS/OP

Use on all documents concerned with classified word processing and electronic files storage and retrieval at missions abroad. Also use appropriate Subject TAGS.

KCOG: Continuity of the Federal Government

Effective June 1983

Action Office: A/OEM/DCP

Use on all documents relating to issues, reports, or activities concerned with the continuity and stability of the Federal Government in the event of a national catastrophe, including a nuclear or other military attack. Also use appropriate Subject, Country, and Organization TAGS.

KCOM: Chief of Mission

Effective March 2004

Action Office: Appropriate Bureau

Use for all documents addressed for action to the chief of a U.S. mission in a foreign location (e.g., ambassadors, chargés d'affaires, consuls general, or principal officers). Use KCOM in conjunction with generic PASS instructions to chiefs of mission in Department telegrams. Also use the appropriate Subject TAGS.

KCOR: Corruption and Anti-Corruption

Effective August 2001

Action Office: Appropriate Bureau

Use for all documents relating to corruption and anti-corruption, dishonesty, and unethical behavior among public officials representing local, provincial, and national governments. This would include linkages with justice, economic, social and political entities. Also use appropriate Subject TAGS.

KCRM: Criminal Activity

Effective April 1994; revised April 2000

Action Office: INL/ENT

Use on all documents relating to criminal organizations and activities, the threat they pose to U.S. interests and/or friendly governments, and host country and U.S. Government programs to combat them. This includes international criminal organizations; money laundering and other financial crimes; illicit trafficking including alien smuggling and gun running; international stolen property theft and

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fencing rings; international frauds and commercial crimes; UN crime meetings and anti-crime programs; and interaction with international and regional organizations on these issues. U.S. assistance covers training of host country judicial and law enforcement agencies. Use this K TAGS with the Subject TAGS SOCI. Distinguish the use of this TAGS from AID-funded administration of justice programs in Latin America (KJUS), anti-narcotics issues and programs (SNAR), and anti-terrorism issues and programs (PTER).

KCRS: Coordinator for Reconstruction and Stabilization

Effective December 2004

Action Office: CSO

Use on documents related to reconstruction and stabilization (R/S) planning and operations in failing, failed, and post-conflict states. R/S operations are defined by external efforts to intervene in or administer a territory to help stabilize and reconstruct a society in transition from conflict of civil strife so it can reach a sustainable path towards peace, democracy, and a market economy. R/S operations include the following sectors: transitional security, rule of law, governance and participation, economic reconstruction, humanitarian assistance, rebuilding of infrastructure, operations planning, and mission management. The United States (civilian or military), an international organization, a multilateral body, or a coalition can lead R/S operations. They are distinct from normal bilateral operations aimed at promoting economic and democratic development, due to an extraordinary international presence (proposed or actual) that assumes some authority normally exercised by a host government. Also use appropriate Subject TAGS.

KCSP: Child Soldiers Prevention Act

Effective April 2013

Action Office: DRL/MLGA

Use on all documents relating to the Child Soldiers Prevention Act (CSPA) of 2008 (Title IV of Public Law 110-457), including flagging periodic updates on post engagement with host governments, NGOs, and multilateral actors relevant to the CSPA. These documents include, but are not limited to: reports of child-soldier recruitment or use by governmental armed forces or government-supported armed groups; demarche responses; legislative developments; security-sector reform efforts furthering CSPA compliance; status of joint UN Action Plans; and meetings in which child soldiers were discussed. The CSPA requires publishing a list of countries that have governmental armed forces or government-supported armed groups that recruit or use child soldiers with the annual Trafficking in Persons (TIP) Report. This report lists countries that are restricted from receiving a range of military assistance and informs the Secretary of countries with Department sanctions and national-interest waiver recommendations. Also use appropriate Subject TAGS.

KCSY: Consular Systems

Effective July 1995

Action Office: CA/EX/CSD

Use on all documents relating to the development, testing installation, and maintenance of consular automated systems. This includes computer hardware, software, and telecommunications (TC) lines when used in connection with consular systems applications. Use on communication sent for attention and/or action of the consular affairs support desk. Also use on documents concerned with consular systems management, consular systems training, consular systems security, or any other consular systems issues. Also use appropriate Subject TAGS.

KCYB: Cyber Affairs

Effective June 2011

Action Offices: INR/CYBER and S/CCI

Use for all documents related to Cyber Affairs activities, including communication related to foreign policy issues involving cyber entities; topics, or events involving economic, political, human rights, counterterrorism, military, and security equities of the United States and our foreign partners to assist in policy development and implementation for cyber vulnerabilities. Also use Subject and Country TAGS.

- **Post dissemination:** Anyone associated with INR and S/CCI cyber subject matter

KDEM: Democratization

Effective May 1991

Action Office: Appropriate Bureau

Use on all documents dealing with democratization in Eastern Europe, Latin America, Asia, Africa, and the Middle East. Encouraging democratization constitutes an essential component of U.S. policy. The U.S. Government is devoting significant resources to monitor and promote regional trends away from autocratic rule and toward political pluralism. Programs designed to encourage democratization are diverse, and often are cross-discipline in nature, requiring the involvement of several U.S. Government agencies. Also use the appropriate Subject and Geo-Political TAGS.

KDIS: Persons with Disabilities and Disability Issues

Effective July 2011

Action Office: HR/EX

Use on all documents dealing with issues of disability, persons with disabilities, disability and human rights, disability access and disability inclusion. The U.S.

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government is committed to the inclusion of disability issues and persons with disabilities in U.S. foreign policy and programming. Also use appropriate Subject TAGS.

- **Post dissemination:** Anyone interested in persons with disabilities and disability issues

KDRG: Detainee Repatriation from Guantanamo Bay

Effective December 2007

Action Office: S/WCI

Use for all documents addressing issues connected to the repatriation and transfer of detainees in U.S. Government custody at the military detention facility at Guantanamo Bay, Cuba to their countries of origin or to third countries. Also use appropriate Subject and Country TAGS.

KEAI: Enterprise for the Americas Initiative

Effective March 1991 (Revised April 2000)

Action Office: WHA/EPSC

Use on all documents pertaining to the negotiation of any debt-for-nature swaps related to the Enterprise for the Americas Initiative Act of 1990, and the Tropical Forests Conservation Act of 1998, which promotes economic growth and environmental protection in Latin America and the Caribbean. Use with appropriate Subject TAGS.

KECF: The U.S.-Africa Economic Cooperation Forum

Effective November 1998

Action Office: AF/EPS

Use on all documents relating to the U.S.-Africa Economic Cooperation Forum. The Forum establishes annual ministerial-level consultations between the Secretaries of State, Treasury, and Commerce, the U.S. Trade Representative and the USAID Administrator and their counterparts from African countries that have implemented bold, growth-oriented economic reforms. It is intended as a venue for sharing reform experiences, highlighting successes and obstacles and supporting countries committed to economic reform. Also use appropriate Subject TAGS.

KEMS: Electronic Messaging Systems

Effective March 1995

Action Office: Appropriate Bureau

Use on all documents relating to all phases of unclassified electronic messaging systems including: OpenNet and Internet. Also use appropriate Subject TAGS.

KESS: Emergency Security Supplemental

Effective February 1999

Action Office: Appropriate Bureau

Use on all documents dealing with Emergency Security Supplemental activities and approvals for security related project funds charged to the Emergency Security Supplemental appropriation. Also use appropriate Subject TAGS.

KFAM: Foreign Affairs Manual Policies

Effective February 1986

Action Office: A/GIS/DIR

Use on documents relating to FAM/FAH issues; i.e., codification of new regulations or substantive revisions to existing FAM/FAH regulations. Use for broad spectrum FAM policy changes such as a complete rewrite of an existing FAM volume. Use also for clarification or interpretation of FAM/FAH materials. Also use appropriate Subject TAGS "AINF".

KFLO: Family Liaison

Effective October 1982; revised April 2000

Action Office: M/DGHR/FLO

Use on all documents specifically relating to the Family Liaison Program. Also use appropriate Subject TAGS.

KFLU: Avian and Pandemic Influenza Activities

Effective January 2006

Action Office: G/AIAG

Use for all documents relating to Avian and Pandemic Influenza activities, including information on the International Partnership on Avian and Pandemic Influenza, pandemic planning, requests for posts' analyses of host country pandemic preparedness, and use of program funds in response to an influenza outbreak. Also use appropriate Subject Tags.

KFPC: Foreign Policy Trade Controls and East/West Trade

Effective April 1984; revised April 2000

Action Office: EEB/ESC/IEC

Use on all documents relating to trade controls imposed for foreign policy or short supply purposes, and to all proposals to initiate or terminate controls. This includes embargoes, sanctions, boycotts, assets controls, and other import and export controls not relating to high technology items and all strategic and dual use

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controls not relating to national security controls. Also use appropriate Subject TAGS.

KFRD: Fraud Prevention Programs

Effective August 1986

Action Office: CA/FPP

Use on all reporting that refers to efforts and activities pertaining to the prevention of fraud and deceptive practices in the issuance of visas, passports, the issuance of Federal benefits to U.S. citizens and others, and to active measures developed by the Department to oversee their legality and for reporting upon the results of antifraud and prevention measures in consular matters. Also use appropriate Subject TAGS.

KFSC: Financial Service Center Operations

Effective June 2000

Action Office: RM/GFS

Use for all documents dealing with operations at RM's Financial Service Centers. Also use appropriate Subject TAGS.

KGCN: Government-to-Government Claims Negotiations

Effective May 1995

Action Office: L/CID

Use on all documents dealing with official government-to-government negotiations aimed at the monetary settlement of outstanding claims by or against the U.S. Government. This TAG should not be used on documents concerning claims or investment disputes of private U.S. citizens that are not the subject of official government-to-government negotiations, even when the U.S. Government provides informal, diplomatic or consular assistance. Also use appropriate Subject TAGS.

KGHA: Greater Horn of Africa Initiative

Effective August 1995

Action Office: AF/E

Use on all documents relating to the development and political initiative for the 10 countries of the Greater Horn of Africa (Sudan, Ethiopia, Eritrea, Djibouti, Somalia, Uganda, Kenya, Rwanda, Burundi, and Tanzania). Also use appropriate Subject TAGS.

KGHG: Global Climate Change

Effective May 2007

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Action Office: OES/EGC

Use for all documents addressing greenhouse gas (GHG) emissions, and global climate change (also referred to as global warming). This includes, but is not limited to, the economic, energy, environmental, geographic, health, scientific, social, and political linkages of global climate change. Also use appropriate Subject and Country TAGS.

KGHI: Global Health Initiative

Effective December 2011

Action Office: S/GHI

Use for US global health activities and strategies. Use for reporting Global Health Initiative (GHI) activities as they affect host country. Also use appropriate Subject and Country TAGS.

KGIC: Global Initiative to Combat Nuclear Terrorism

Effective September 2006

Action Office: ISM/WMDT

Use for all documents relating to the Global Initiative to Combat Nuclear Terrorism. The Global Initiative works toward the prevention, detection, and response to acts of nuclear terrorism. Also use appropriate Subject Tags.

KGIT: Global Information Technology Modernization Program

Effective October 2003

Action Office: IRM/OPS/ITI/GITM

Use for documents relating to all aspects of the Global Information Technology Modernization Program. This includes all discussions of system designs, local LANS and infrastructure, overseas virtualization, procurement and shipping of servers, workstations, printers, switches, and routers. This also covers all planning and dates for installation of servers, switches and routers, thin clients and workstations.

KGLB: Global Learning and Observations To Benefit the Environment—The GLOBE Program

Effective June 1994; revised April 2000

Action Office: OES/ENV

Use on all documents pertaining to Vice President Gore's initiative known as The GLOBE Program (now administered through NOAA). The program is designed to:

- (1) Engage school teachers and children worldwide in environmental science, mathematics, and technology activities by conducting scientific

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experiments locally; and

- (2) Produce scientific data that will contribute to a greater understanding of the planet by scientists. Also use appropriate Subject TAGS.

KHDP: Humanitarian Demining Program

Effective September 2000; Revised May 2012

Action Office: PM/RWA

Use for all documents relating to the U.S. Government Humanitarian Demining Program. Also use appropriate Subject TAGS.

KHIV: Emerging Infectious Diseases and HIV/AIDS Program

Effective June 2000

Action Office: S/GAC

Use for all documents relating to actual and prospective activities by the U.S. Government, alone or in conjunction with or through other entities, to combat HIV/AIDS and other infectious diseases. Also use Appropriate Subject TAGS.

KHLS: Homeland Security

Effective August 2006

Action Offices: S/CT, CA, OES, and A/OEM

Use for all documents relating to all aspects of homeland security issues, including acts of terrorism directed at the U.S. homeland, its citizens, or interests; planning and support for such acts of terrorism; capabilities of terrorist groups; activities of institutions, groups, or individuals that support such terrorism; acts of terrorism that transcend national boundaries due to the support network or nationality of the perpetrator, victim, or facility or conventional, biological, radiological, or nuclear (CBRN) terrorism; terrorist travel; actions of the host government, institutions, or individuals related to support for or opposition to U.S. Government homeland security or counter-terrorism initiatives; actions of the host government or multilateral organizations related to the establishment of host country or regional security, bureaucratic, physical, or cyber infrastructure; homeland security implications and effects of border protection, immigration, and customs policies; transportation (e.g., seaports, civil air) security; host government travel document control and standards; emergency, preparedness, and response; biodefense, science and technology development related to the above areas; reactions of host government, media, etc., to homeland security-related programs and activities in the United States, or of the U.S. Government. Also use appropriate Subject and Country TAGS.

KICA: International Cooperative Administrative Support Services

Effective June 1996

Action Office: RM/BP/ICASS

Use on all documents dealing with administrative support policies, procedures, personnel, allotments, budget planning, and reimbursements related to ICASS. Also use appropriate Subject TAGS.

KICR: International Coral Reef Initiative

Effective February 1995

Action Office: OES/ETC

Use on all documents relating to the International Coral Reef Initiative (ICRI). The ICRI is an interagency effort led by State to manage and protect the biological diversity of the reef ecosystems. Also use appropriate Subject TAGS.

KICT: Iran-U.S. Claims Tribunal

Effective May 1995

Action Office: L/CID

Use on all documents dealing with claims and other matters involving the Iran-U.S. Claims Tribunal in the Hague. Also use appropriate Subject TAGS.

KIDE: Investment Disputes and Property Expropriations

Effective May 1995

Action Office: EEB/IFD/OIA and L/CID

Use on all documents dealing with investment disputes between U.S. citizens and foreign governments, including actual or possible expropriations of U.S. citizen property and/or possible nullifications of U.S. investment related-contracts by foreign governments. Also use appropriate Subject TAGS.

KIMT: Information Management Training

Effective February 1990

Action Office: A/EX/HRD

Use on all documents specifically relating to training in the Information Management Organization; i.e., formal or informal course work within IRM, plans for training IRM personnel outside of IRM, budgeting and scheduling of training within IRM, and coordination of IRM training with other organizations. Also use appropriate Subject TAGS.

KIPR: Intellectual Property Rights

Effective December 1988; revised April 2000

Action Office: EEB/TPP/MTA/IPC

Use on all documents relating to intellectual property rights which include patents, trademarks, copyrights, semiconductor designs (mask works), industrial designs, trade secrets, appellations of origin and other forms of protection to reward and encourage innovation and creativity. Also use appropriate Subject TAGS.

KIRC: Information Resource Centers

Effective October 1999

Action Office: IIP

Use on all documents dealing with Information Resource Officer (IRO) or Information Resource Center (IRC) policy, procedures, or programs. Also use appropriate Subject TAGS.

KIRF: International Religious Freedom

Effective January 1999

Action Office: DRL/IRF

Use on all documents relating to all issues of religious freedom and persecution, including civil unrest where religion is a precipitating factor; changes to or enforcement of laws affecting freedom of religion; religious aspects of movements, parties or persons seeking governmental change; governmental repression of religious minorities, movements or leaders; religion playing a role in reconciling conflicts; and changes in religious demographics that may produce societal changes. Also use appropriate Subject TAGS.

KISL: Islamic Issues

Effective November 1988; revised April 2000

Action Offices: NEA/PPR, AF/RA, and EAP/RA

Use on documents treating government involvement in recognition of or approaches to Islam; political and economic activities undertaken by private Islamic organizations or prominent individuals; and "fundamentalism." Also use appropriate Subject and Country TAGS.

KJUS: Administration of Justice

Effective May 1986; revised April 2000

Action Office: WHA/PPC

Use on all documents dealing with the administration of justice in host countries, particularly as it relates to U.S. objectives of promoting democracy and just

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economic and social development. This includes judicial reforms, political reporting on personalities and institutions involved in the administration of justice, judicial infrastructure development, criminal investigation capabilities, penal systems, legal training, and assistance and exchange programs in this field. Also use appropriate Subject TAGS.

KLBO: Information Resource Management Liaison Office to Overseas Buildings Operations

Effective February 2003

Action Office: IRM/OPS/ITI/LWS/LT-OBO

Use for all documents dealing with building development matters at all phases, which directly or indirectly affect Information Resource Management (IRM) issues concerning the CAA, PCC, post telephone systems, unclassified computer rooms, pouch vaults, and antennas. Such issues include, but are not limited to construction, renovation, HVAC, power installation/upgrades, and aesthetics. The IRM Liaison Office to the Bureau of Overseas Building Operations (OBO) is concerned with IRM's space and IT equipment at new and soon-to-be renovated buildings abroad. KLBO should be used as a secondary TAGS on all OBO issues that concern IRM. Also use appropriate Subject TAGS.

KLGBT

Effective June 2012

Action Office: DRL/MLGA

Use for all documents relating to the promotion, violation, or current condition of human rights of lesbian, gay, bisexual, and transgender (LGBT) people and related matters. Also use appropriate Subject TAGS.

KLIG: Foreign Litigation

Effective December 1993

Action Office: L/DL

Use on all documents concerning all aspects of foreign litigation involving the U.S. Government and U.S. Government employees. For example, use this TAGS for the following subjects: receipt of a summons, subpoena or complaint for the U.S. Government, embassy/consulate employees, or posts; labor cases filed by terminated foreign service national employees; suits against the U.S. Government filed as a result of an accident or injury; authorization to hire an attorney; requests for legal representation, testimony or limited waivers of immunity; and authorization to initiate litigation in a foreign court. Also use the appropriate Subject TAGS.

KLSO: Language Support Operations

Effective March 1991

Action Office: A/OPR/LS

Use on all documents dealing with the following areas of language support: interpreting from and into foreign languages (consecutive and simultaneous), simultaneous interpreting equipment, written translations, comparison of agreements or treaties covering two or more languages, treaty certification by the Office of Language Services, language support for negotiations or international conferences, verbatim reporting, travel arrangements for interpreters or translators. Also use appropriate Subject TAGS.

KMCA: Millennium Challenge Account

Effective August 2004

Action Office: MCC/IT

Use for documents relating to all aspects of the Millennium Challenge Account, a U.S. new foreign assistance account, or the Millennium Challenge Corporation, the independent government corporation recently established to manage and oversee this assistance. Also use appropriate Subject TAGS.

KMDR: Media Reaction Reporting

Effective October 1999

Action Office: INR/R

Use on all documents dealing with setting post "Watching Briefs" and on all post reporting concerning editorial content and media reaction. Also use appropriate Subject TAGS.

KMFO: Multinational Force Observers

Effective October 1982; revised April 2000

Action Office: NEA/RMA

Use on all documents relating to activities relating to the Multinational Force and Observers in the Sinai include administrative and non-administrative matters. Also use appropriate Subject TAGS.

KMPI: Middle East Partnership Initiative

Effective August 2003

Action Office: NEA/MEPI

Use for all documents relating to references to the Middle East Partnership Initiative or of the U.S. efforts to partner with NEA countries to assist with their

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reformation of politics, economics, and education. Also use appropriate Subject TAGS.

KMRS: Rightsizing the U.S. Government's Overseas Presence

Effective March 2004

Action Office: M/PRI

Use for all documents relating to all aspects of NSDD-38 Authority; interagency rightsizing process and staffing reviews under the President's Management Agenda (PMA); Chief of Mission Authority, including country clearance; overseas management operations and regionalization/ centralization; and domestic rightsizing. Also use appropriate Subject TAGS.

KMSG: Marine Security Guard Program

Effective March 1996; revised April 2000

Action Office: DS/SPC/MSG

Use on all documents concerning administration and support of the Marine Security Guard Program. KMSG should also be used on related issues such as protection of U.S. Government personnel and property, and protection of classified information and equipment. Also use appropriate Subject TAGS.

KNAR: Nazi Assets and Restitution

Effective October 1997; Revised May 2012

Action Office: EUR/SEHI

Use on all documents dealing with Nazi Assets including: monetary gold; looted assets such as art, artifacts and other property (including real property); and the efforts of all countries, neutral and belligerent in WWII, to study and make available records on their WWII (and post-WWII) relationships with Nazi Germany and its assets. Also, any documents pertaining to funds for compensating victims of Nazi oppression.

In addition, use KNAR on all matters pertaining to restitution or claims for restitution of properties in Eastern Europe to former owners, including communal and privately-owned real property and other property; and claims against the U.S. Government for official properties in disputes either private or public, and, specifically, all information dealing with claims against U.S. official property and land abroad. Also use appropriate Subject TAGS.

KNCR: International Narcotics Control Strategy Report

Effective October 2012

Action Offices: INL/PC and INL/C

Use for all documents relating to the annual congressionally mandated International Narcotics Control Strategy Report (INCSR) that focuses on the political dynamics that narcotics has within and across nations, assesses the worldwide international narcotics situation, and supports the President's congressionally mandated annual narcotics certification decisions. This includes documents addressing submissions tracking, production-tasking, compilation, coordination, and publication of the report. Also use appropriate Subject TAGS.

KNEI: Northern Europe Initiative (NEI)

Effective July 2000

Action Office: EUR/NB

Use for all documents relating to the Department's Northern Europe Initiative (NEI), including those discussing NEI projects, proposals, funding, Web site management, general administration, public diplomacy activities, events, relevant institutions (e.g., Council of Baltic Sea States, Barents Council), and related issues (e.g., EU Northern Dimension, Kaliningrad, MNEPR). Also use appropriate Subject TAGS.

KNEP: Nonexpendable Property Application (NEPA)

Effective March 1989; revised April 2000

Action Office: A/LM/PMP/BA/PM

Use on all documents concerning the Nonexpendable Property Application (NEPA) and for all correspondence concerning functional and procedural aspects of the program and related activities, such as training or hardware/ software issues. Also use appropriate Subject TAGS.

KNET: Department of State Telecommunications Network (DTSPO) Program

Effective April 1989; revised April 2000

Action Office: A/DTSP-PO and IRM/BMP/eDIP/CLD

Use on all documents related to the planning and implementation phases of the DTSP program including: circuit acquisition, site surveys, site preparation, equipment installation, and network operation. Also use appropriate Subject TAGS.

KNNP: Nuclear Non-Proliferation

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Action Office: Appropriate Bureau

Use on all documents on U.S. policy for preventing the spread of nuclear weapons to other countries, the transfer of nuclear material, equipment of technology, agreements for cooperation on the peaceful uses of nuclear energy, matters concerning multilateral discussions on the uses of nuclear energy including the activities of the International Atomic Energy Agency, and activities in other countries related to the acquisition of nuclear explosives. Also use appropriate Subject TAGS.

KNSD: North-South Dialogue

Effective October 1982

Action Office: Appropriate Bureau

Use on all issues characterized by division along North-South dialogue (developed countries/less developed countries) lines including such specifics as UNCTAD, Brandt Commission, Group of 77, as well as broader issues such as GATT and nonaligned movement. Also use appropriate Subject TAGS.

KNTR: Entrepreneurship

Effective January 2012

Action Office: EB/CBA

Use for messages related to entrepreneurship, including programs, studies and subject matter that pertain to developing, commercializing, or marketing new products or services, innovative processes, and new technologies in high-impact sectors that could lead to strong growth in job creation and help boost economic growth. This also includes:

- (1) Developmental impact on youth, women, and disadvantaged communities
- (2) Innovation and idea transfer in science and technology
- (3) Issues in financing new companies and education techniques
- (4) Social media used to disseminate ideas and raise public awareness

Also use appropriate Subject TAGS.

- **Post dissemination:** Anyone associated with entrepreneurship issues
- **Proposed disposition:** Not applicable

KOCI: Children's Issues

Effective July 1995

Action Office: CA/OCS/CI

Use on all documents dealing with policy and cases concerning international parental child abduction and adoption. Also use appropriate Subject TAGS.

KOGL: Open Source and Gray Literature

Effective April 2001

Action Office: Appropriate Bureau

Use for all documents which refer to the acquisition of hard or soft copies of open source information or gray literature which is pouched back to the Department. Include on all documents that provide URLs for Web sites hosting entire or partial texts of documents, statements, advisories, speeches, reports, or other types of information. Also use appropriate Subject TAGS.

KOGP: Open Government Partnership

Effective October 2012

Action Office: None

Use on all documents relating to the Open Government Partnership (OGP) and global activities focusing on improving transparency, effectiveness and the accountability of participating countries' governments. These activities include: strengthening and increasing the visibility of norms around openness, accountability, and participation in government; leadership concerns of both developed and developing countries; innovations and creative best practices; concrete commitments from governments to promote transparency; empowering and engaging citizens; addressing corruption; and new technologies used for governance. Also use appropriate Subject TAGS.

KOLY: Olympic Games Reporting

Effective February 1984

Action Office: Appropriate Bureau

Use on all documents relating to issues, reports, or activities concerned with Olympic games. Also use appropriate Subject, Country, and Organization TAGS. Note: KOLY will be used in the above prescribed manner for all subsequent winter and summer Olympic games. Also use appropriate Subject TAGS.

KOMC: Export Control of Defense Articles and Defense Services

Effective April 1983

Action Office: PM/MC

Use on all documents relating to export licenses, technical assistance and manufacturing agreements, national disclosure policy, general security agreements, and arms trafficking. Also use appropriate Subject TAGS.

KONP: OpenNet Plus Program

Effective September 2001

Action Office: IRM/OPS/ENM

Use for all documents dealing with the requirements and status of the OpenNet Plus Program. This includes all communication concerning the connection approval process (CAP), which bureaus and posts must complete, independent verification and validation (IV&V) from Diplomatic Security, and interim authority to operate (IATO). Other documents would cover subjects such as training, procurement, installation, and surveys. Also use appropriate Subject TAGS.

KPAL: Palestinian Affairs

Effective August 1983; revised April 2000

Action Office: NEA/IPA

Use on all documents relating to issues, reports, or activities concerned with the Palestinian people, as a group or in part, or the area known as Palestine. Also use appropriate Subject, Country, and Organization TAGS.

KPAM: Property Accountability Management

Effective June 1992; revised April 2000

Action Office: DS/MGT/LS

Use on all documents dealing with the transfer of Diplomatic Security equipment such as alarms, amplifiers, detectors, generators, meters, etc. This information is used to update and maintain the DS Property Accountability Management System (PAMS) data base. Also use appropriate Subject TAGS.

KPAO: Public Affairs Office

Effective May 2000

Action Office: ECA/EX/PR

Use on all documents intended for Public Affairs sections abroad, and should be used by field Public Affairs sections abroad on all documents coming into the Department which relate to Public Diplomacy Programs. Also use appropriate Subject TAGS.

KPDC: Protected Digital Copier

Effective December 2003

Action Office: IRM/OPS/ITI/TSS

Use on all documents relating to all aspects of the Protected Digital Copier Program (PDCP). This Program supplies security support services for the new DS-approved Tempest Protected Digital Copiers used at our Foreign Service posts.

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Covered under this TAGS are discussions of PDC networking, procurement, shipping of copiers to include parts, and the installation, repair and maintenance of the copiers by a Top Secret-cleared IRM/OPS/ITI/TSS field surety engineer (FSE). Also use appropriate Subject TAGS.

KPIN: Political Internationals

Effective November 1984

Action Office: P

Use on all documents relating to the activities and policies of the four major Political Internationals: Socialist International, Christian Democratic International, Liberal International, and the International Democratic Union. This includes reporting on the attitudes of member parties towards the Internationals, the interaction between member parties of the Internationals, and the activities of the Internationals themselves. In addition, this TAGS should be used on all documents relating to the policies of the German (FRG) political foundations: Friederich Ebert, Konrad Adenauer, Hanns Seidel, and Friederich Naumann. Also use appropriate Subject TAGS.

KPIR: Maritime Piracy and Armed Robbery Against Ships

Effective October 2009

Action Office: PM/PPA

Use on all documents addressing maritime piracy; armed robbery against ships; hostage-taking at sea; the payment of ransom for ships, crews, and cargo; the financial infrastructure and the supporting networks of maritime pirates and armed robbers at sea; diplomatic and military responses to maritime piracy and armed robbery against ships; criminal justice sector reforms and capacity building related to the prosecution of piracy; reports on international and United Nations anti-piracy meetings and programs, including the Contact group on Piracy off the Coast of Somalia. Also use appropriate subject and country TAGS.

KPKO: United Nations Peacekeeping Operations

Effective August 1996

Action Office: IO

Use on all documents relating to existing or potential United Nations peacekeeping activities, including proposals for and negotiations with other countries on peacekeeping activities, military support, sanctions monitoring, elections and humanitarian activities, as well as interaction with international and regional organizations on peacekeeping. Also use appropriate Subject TAGS.

KPLS: Polls, Survey Research and Focus Groups

Effective October 1999

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Action Office: INR/R

Use on all documents concerned with the operational aspects of non-intelligence research including (but not limited to) requests for mission approval of surveys and questionnaires, country clearance requests for researches on-site visits, business dealings with local research contractors, and dissemination of research products. Also use appropriate Subject TAGS.

KPMP: Patch Management Program

Effective April 2005

Action Office: IRM/OPS/ENM

Use for all documents related to the installation and validation of patches as well as other program-related information. Information Management Officers (IMO), Information Program Officers (IPO), Information Systems Officers (ISO), and Information Systems Security Officers (ISSO) should use this TAGS on all telegraphic documents related to the Patch Management Program. Suggested terms for use with KPMP are Installation Order and Validation. Also use appropriate Subject TAGS.

KPOW: Prisoners of War/Missing in Action

Effective January 1993

Action Office: Appropriate Bureau

Use on all documents relating to worldwide issues, meetings, reports, or activities concerning U.S. prisoners of war and/or missing in action. Also use the appropriate Subject and Geo-Political TAGS.

KPRV: Privatization

Effective June 1993

Action Office: Appropriate Bureau

Use on all documents dealing with the sale of equity, management control of, and the complete or partial transfer of a public entity or activity to the private sector. Also use appropriate Subject TAGS.

KPWR: Power Support Program

Effective March 1993

Action Office: OBO/EX

Use on all documents dealing with the Department's electrical power support requirements. The program provides consolidated funding for generators, central uninterruptible power supply (UPS) systems, and PCB transformer abatement projects. Also use appropriate Subject TAGS.

KQDD: Quadrennial Diplomacy and Developments Review (KQDD)

Effective January 2010

Action Office: D(L)-QDDR

Use for all documents related to the Quadrennial Diplomacy and Development Review (QDDR) process, including all communications to the QDDR Team and responses to analysis and review of the QDDR working groups. Also use appropriate Subject and Country TAGS.

KRAD: Radioactive Contamination of the Environment

Effective May 1997; revised April 2000

Action Office: OES/OA

Use on all documents dealing with radioactive contamination of the environment from whatever source—military or civilian use, transportation, storage, or disposal of nuclear material. Appropriate Subject Terms to use with this TAGS would include nuclear contamination, radiation, radioactive material and International Atomic Energy Agency (IAEA) emergency notification. In connection with accidental or deliberate contamination, appropriate Terms to use with this TAG include radioactive material transfer, radioactive waste disposal, radioactive waste management, industrial/medical radiography, medical isotope, and transfer of fissile material. Also use appropriate Subject TAGS.

KREC: Reciprocity

Effective October 1982

Action Office: DS/OFM

Use for all documents relating to Enterprise for the Americas Initiative, the program unveiled by U.S. President George H. W. Bush on June 27, 1990 to boost hemispheric trade. This includes the zone stretching across North and South America including Caribbean countries. Also use appropriate Subject TAGS.

KRIM: Regional Information Management Centers

Effective January 1996

Action Office: IRM/OPS

Use on all documents dealing with the Regional Information Management Center (RIMC). Use this TAGS as the first TAGS on subject matter that requires RIMS action. KRIM should be used as a secondary TAG on all related issues of concern that are not for RIMC action. Also use appropriate Subject TAGS.

KRVC: Research Vessel Clearances

Effective May 1989; revised April 2000

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Action Office: OES/OA

Use on all documents relating to research vessel clearance processing and reporting. This includes cable traffic, document transmittal, and related memoranda. Also use appropriate Subject and Country TAGS.

KSAC: Security Advisory Council

Effective June 1994

Action Office: DS/DSS/OSAC

Use on all documents dealing with security-related events and issues having to do with the U.S. private sector abroad (business, religious and charitable organizations, etc.). Also use appropriate subject TAGS.

KSAF: Safety Program

Effective October 1982; revised May 2011

Action Office: OBO/OPS/SHEM

Use on documents reporting accident prevention, driver and vehicle safety, accidents involving personal injury, illness or damage to Department-owned or leased property, incidents involving hazardous materials and post environmental related issues. Also use appropriate Subject TAGS.

KSCA: Science Counselors and Attachés

Effective February 1983

Action Office: OES

Use on all documents drafted by or sent to Science Counselors and Science Attachés. Also use appropriate Subject TAGS.

NOTE: KSCA replaced the Organization SCSA.

KSEI: Southeast European Cooperative Initiative

Effective July 1997

Action Office: EUR/ACE

Use on all documents concerning the planning and organization of SECI, travel arrangements for participants in SECI programs, reports on SECI meetings and reports on conversations relating to SECI and U.S. Government bilateral activities in SECI countries. SECI meetings deal with the following specific subjects: cross border and trade facilitation, energy conservation, small and medium scale enterprise, transport infrastructure, natural gas distribution, Danube River restoration, double taxation treaties, and Business Advisory Council. Countries currently participating in SECI activities include: Albania, Bosnia-Herzegovina, Bulgaria, Croatia, former Yugoslav Republic of Macedonia, Greece, Hungary, Moldova, Romania, Slovenia, and Turkey. Supporting states, besides the United

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States, include Italy, Austria, and Switzerland. Also use appropriate Subject TAGS.

KSEO: Security Engineering Operations

Effective April 2001

Action Office: DS/C/ST

Use on all documents dealing with coordination of security engineering resources, projects, and programs. This includes tasking, travel and assignments of security engineering officers (SEO), regional computer security officers (RCSO), security technical specialists (STS), Technical Security Officer (TSO) and U.S. Navy Seabees and contractors supporting the Diplomatic Security Technical Program; financial support issues involving technical security operations and engineering service centers abroad (ESC), engineering services offices (ESO), Seabee Offices (CBO) and RCSO; equipment and logistical issues for the technical security program; and policies, standards and guidelines involving technical and computer security and issues relating to projects involving technical and computer security. Also use appropriate Subject TAGS.

KSIP: IT Skills Incentive Program

Effective February 2007

Action Office: FSI/SAIT

Use for all documents relating to the IT Skills Incentive Program, its administration, policies, and regulations. Also use appropriate subject and country TAGS.

KSLG: Secure Logistics

Effective February 2002

Action Office: Appropriate Bureau

Use for all documents relating to secure logistics, which includes purchasing items for use in the Controlled Access Area (CAA), secure warehousing, and secure transportation. Also use appropriate Subject TAGS.

KSTC: Strategic Trade and Technology Controls

Effective April 1984; revised April 2000

Action Office: ISN/CATR

Use on documents relating to governmental efforts to control the transfer of goods (i.e., equipment), services, or technologies for reasons of national security. This includes Wassenaar Agreement, technology transfer issues, and efforts to circumvent U.S. or Wassenaar controls. Also use appropriate Subject TAGS.

KSTT: State Transition Team

Effective October 1988

Action Office: S/S-O

This TAG is to be used on all documents directly related to a Presidential Transition—primarily for congratulatory messages and other messages that should be brought to the attention of a Presidential Transition Team at the Department. It should not be used as an additional TAGS for documents which may be of peripheral or information interest to the Transition Team. Also use appropriate Subject TAGS.

KSUM: Summit Meetings

Effective January 1983; revised November 1987

Action Office: Appropriate Bureau

Use on all documents concerning Summit Meetings. This includes substantive and administrative arrangements for meetings, records of meetings and reports on actions by participants as a result of meetings, including preparatory meetings. Also use appropriate Subject TAGS.

KTDB: National Trade Data Bank

Effective June 1991; revised April 2000

Action Office: EEB/CBA

Use for all unclassified reporting on commercial opportunities, market trends, and other reporting that embassy commercial and economic officers feel is useful for U.S. businesses. The reporting will ultimately be incorporated into the Commerce Department's Commercial Information Management System (CIMS) and National Trade Data Bank (NTDB). Also use appropriate Subject TAGS.

KTEX: Textiles

Effective March 1988; revised April 2000

Action Office: EEB/TPP/ABT/BTT

Use on all reporting dealing with textile trade, investment and production. This includes matters relating to the U.S. Textile Import Control Program and the U.S. Committee for the Implementation of Textile Agreements, such as for consultations to establish textile import limits, and to the Multifiber Arrangement. Also use appropriate Subject TAGS.

KTFN: Terrorism Finance Traffic

Effective July 2004

Action Office: EEB/ESC

Use for documents relating to all aspects of terrorism financing; sanctions; designations of individuals under Executive Orders (E.O.) dealing with terrorism finance such as E.O. 13224; related UN resolutions; denial of funds to terrorists; and other related aspects of terrorism financing. Also use appropriate Subject TAGS.

KTIA: Treaties and International Agreements

Effective June 1984

Action Office: L/T

Use on all documents concerning treaties, including conventions, protocols, or other International Agreements, such as exchange of notes, exchange of letters and memoranda of understanding, as well as requirements of the Case Act (11 FAM 724; 1 U.S.C. 112B). Also use appropriate Subject TAGS.

KTIP: Trafficking in Persons

Effective September 2008

Action Office: G/TIP

Use for all cables related to the topics of trafficking in persons, human trafficking, slavery, involuntary servitude, forced labor, labor migration, illegal migration, commercial sexual exploitation, prostitution, sex tourism, forced marriage, child labor, debt bondage, peonage, and child soldiering. Also use appropriate Subject and Country TAGS.

KTOC: Transnational Organized Crime Rewards Program

Effective April 2013

Action Office: INL/C/CP

Use for all documents relating to the Transnational Organized Crime Rewards Program (TOCRP), which authorizes rewards for information leading to the arrest and/or conviction of members of transnational criminal organizations that operate primarily outside the United States, or the disruption of such activities. This includes all recommendations from posts or Federal agencies abroad that designate a transnational criminal for the awards program and also includes all requests for nominations of proposed reward program recipients. Also use appropriate Subject TAGS.

KTSD: Trilateral Strategic Dialogue

Effective December 2008

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Action Office: EAP/ANP and EAP/J

Use for all cables related to policy coordination on cooperation with Australia and Japan in the context of the Trilateral Strategic Dialogue (TSD), including, but not limited to, counterterrorism, humanitarian assistance/ disaster relief, intelligence, nonproliferation, and political–military. Also use appropriate Subject and Country TAGS.

KUNC: United Nations Compensation Commission

Effective May 1995

Action Office: L/CID

Use on all documents dealing with claims against Iraq and other matters before the United Nations compensation commission in Geneva. These claims stem from Iraq's occupation of Kuwait and other actions surrounding the Persian Gulf War. Also use appropriate Subject TAGS.

KUNR: UN Reform

Effective November 1995

Action Office: IO

Use on all documents dealing with all efforts to reform and restructure the United Nations. Some of the reforms are: the UN budget and/or ceiling, security council expansion, managerial improvements, and strengthening the role of the UN. Also use appropriate Subject TAGS.

KVIR: Computer Anti-Virus Program

Effective September 2000

Action Office: IRM/OPS/ITI/SI

Use for all documents concerning the threat of computer viruses to domestic and posts abroad including the following: anti-virus policy guidance, critical (time sensitive) virus alert notifications, operational guidance and installation procedures, hoax virus alerts, virus discovery and reporting guidance, handling and destruction of CD-ROM media, and notification of shipment of software products. Also use appropriate Subject TAGS.

KVPR: Visas VIPER Communications

Effective July 1996

Action Office: CA/VO/L/C

Use on all documents dealing with the addition of possible terrorists to the VIPER/TIP OFF databases, information regarding movements of suspected terrorists or possible travel to the United States of such persons, reports of post

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VIPER committee meetings, and administration of the program. Also use appropriate Subject TAGS.

KWBG: West Bank and Gaza

Effective December 1993; revised April 2000

Action Office: NEA/IPA

Use on all documents dealing with the implementation of the Israeli-PLO Declaration of Principles, including Palestinian interim self-rule, economic development and development assistance to the Palestinians in the West Bank and Gaza. Also, use for Israeli-PLO negotiations on implementing the agreement and political developments in the West Bank and Gaza including elections for a Palestinian Council. Also use the appropriate Subject TAGS.

KWIR: Wireless

Effective January 1999

Action Office: IRM/OPS/ITI

Use on all documents dealing with the Posts' Wireless Emergency and Evacuation (E&E) Communications Systems abroad, or Radio Systems as generally known. The type of documents generated include travel and country clearance request for survey and installation teams, trip reports, survey results, follow-up coordination on site rentals for radio equipment installations, antenna site preparation, and Host Nation Approval (HNA), which is granted by the host country and authorizes the U.S. Department of State to use specific frequencies to operate a post's wireless system. Also use appropriate Subject TAGS.

KWMN: Women Issues

Effective June 1995

Action Offices: G/CS, IO, and DRL

Use on all documents relating to the Fourth World Conference on Women and any future World Conferences on Women. Also use this TAGS on issues concerning women's human rights, women's political participation, women-in-development, and any discussions of women in the United Nations or any other international organizations. Also use appropriate Subject TAGS.

KWPA: Worldwide Property Accountability

Effective July 1991

Action Office: A/LM

Use on all documents dealing with the transfer of communications equipment stored at posts, such as radios, TEMPEST PCs, telephone switches, etc. This

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information will be used to update the IM property accountability database. Also use appropriate Subject TAGS.

KWWW: World Wide Web Sites

Effective October 1997

Action Office: Appropriate Bureau

Use on all documents establishing, maintaining, and updating worldwide Web sites in the Department and posts abroad. Specific subject terms often used with this TAGS: address, authorization, browsers (Netscape, Microsoft, etc.), business, computer, connectivity, directory, domain, DOSFAN, email, home page, hyperlink, Hypertext Markup Language—HTML, Hypertext Transfer Protocol, HTML, HTTP, imaging, information superhighway, Internet, intellectual property, jukebox, modem, network, newsgroups, OCR (optical character recognition), online, password, posting, public affairs, public domain, reporting, scanner, search engine, site maintenance, surfing, system administrator, thread, Uniform Resource Locator (URL), updating, virus, Web server, Web ready, Web sites, World Wide Web, WWW. Also use appropriate Subject TAGS.

KYOU: Youth Issues

Effective July 2011

Action Offices: G and R

Use on all documents relating to the Youth Task Force, the Youth Policy Framework, the Special Advisor to the Secretary for Global Youth Issues (G/GYI) and for any international conferences on youth. Also use this TAGS on issues related to youth development, youth political participation, youth economic participation, youth engagement activities, and discussions of youth in the United Nations or any other international organizations. Also use appropriate Subject TAGS.

- **Post dissemination:** Anyone interested in youth issues

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